

EEAC Meeting Agenda
January 20, 2021
Wed 5:30 pm - 7 pm
Online Zoom Meeting

Committee Reports and Updates

- a. Approve previous meeting minutes: [EEACminutes20201216](#).
- b. Program Committee (Fran acting program chair)
 - i. Virtual program idea: Tech Tools Share-Out
 - 1. Tuesday, February 23rd 4:00pm to 5:00pm
- c. Communications
 - i. EEAC Zoom Account - \$149/year
 - ii. Communication Committee Meeting and updates
 - 1. Rebranding/Logo Redesign
 - 2. New Member Packet
 - 3. Marketing Plan
 - iii. Website and Database Updates: [eeac-nyc.org](#)
 - 1. Website budget for 2021: possibility of renewing the domain for up to 9 years. Either \$35.00 for annual renewals, or **\$155.00** with 9-yr domain name renewal: [EEAC-Website-Budget-2021.pdf](#)
 - 2. Switched from old site to new site on 1/13/2021 (day before Forum Workshop).
 - a. Brief explanation - differences between new and old site (WordPress system, easy to change theme [redesign], edit content, add functions [i.e., database, membership system]).
 - b. New site replicates old site's design as much as possible, using WordPress.
 - 3. The internal section:
 - a. Old internal no longer updated, but still available (internal.eeac-nyc.org).
 - b. **New internal** is under the new site, so each SC member will have their own user account (Editor level access) and will set their own password.
 - 4. Website plan - upcoming:
 - a. **Redesign** of the website based on the Adaptive Plan - later this year (2021).
 - b. **Membership** system (Feb-Mar?).
 - 5. Database content status report.
- d. EEAC and NYSOEA Partnership
- e. Projects Forum
 - i. Review 1/14 event
 - ii. Next Steps
- f. Adaptive Plan Accountability
 - i. Review and approve "New Initiative Considerations" document
 - ii. Next Steps

g. Membership and Finance

i. MM – current stats (1/20/2021) about 10% of members renewed

1. 12 Individual Members, 16 Indiv thru 3 orgs, 32 Lifetime as of 1/17/2021
(vs 2019 = 42 Indiv, 12 Student, 79 Indiv thru 29 Org, 30 Lifetime)

Note: we keep “expired” members on the roster for a year or two

2.EEAC Finances as of Dec 31, 2020

Bank acct: \$7,992.23

Paypal balance: \$392.77

Current Balance: \$8,385.00

Note: Membership receipts: \$685 from Annual Meeting Eventbrite

\$0 from Jan 2021 Forum

3. To do:

- update finance google sheet for any sign-ups via Eventbrite since 12/7 Annual Meeting
- Create and send receipts to everyone who paid 2021 membership; save in GoogleDrive

4. For the record: Amalgamated Bank still shows Judith Hutton at NYBG as primary contact. Check if they've updated signatories to Mary Most, Sarah Pidgeon (remove Jacqueline Pilati, Judith Hutton). Note our mailbox at NYU is inaccessible since Feb 2020 (if anyone has sent check to that address).

ii. **Google Group lists:**

Mid December I gave Carol Franken a list of about 60 EEAC members who are NOT on Google Group in mid December. We need to invite all subscribers and Eventbrite subscribers to join EEAC.

MM: When do we see and approve the minutes from the Annual meeting?